

Subject: Certification
EMT-P Accreditation to Practice within the North Coast EMS Region

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- I. Authority and Reference (incorporated herein by references)
 - A. Division 2.5 of Health and Safety Code
 - B. California Code of Regulations, Title 22
 - C. North Coast EMS Policies and Procedures

 - II. Purpose

To establish regional EMT-P accreditation policy and procedure, including initial and reaccreditation, consistent with California state regulations. To ensure that paramedics maintain continuous accreditation by meeting local requirements for updates in local policy, procedure, protocol and local optional scope of practice and continue to meet requirements of the North Coast EMS CQI policies.

 - III. Procedure
 - A. Paramedic Accreditation
 - 1. General eligibility criteria:
 - a. Applicant must document current California EMT-P license.
 - b. Applicant must submit a completed Part I of the North Coast EMS EMT-P accreditation application.
 - c. Applicant must submit payment of the EMT-P accreditation fee.
 - 2. After review of this documentation, North Coast EMS will send written approval to begin functioning as an EMT-P, under the conditions stated in III.C. below, and begin the North Coast EMS accreditation process; or North Coast EMS will send a written request for more information. The letters will be sent to the applicant, and copied to the proposed ALS service provider and proposed base hospital.
 - 3. The EMT-P accreditation requirements are:
 - a. Applicant must submit a completed Part II of the North Coast EMS EMT-P accreditation application, including signatures of base hospital Prehospital Care Medical Director (PCMD), Prehospital Care Nurse Coordinator (PCNC), and all North Coast EMS approved EMT-P service providers where applicant will work or volunteer as an EMT-P.
 - b. Applicant must document successful completion of the New Personnel Orientation'
 - c. Applicant must document successful completion of at least five (5) evaluated LALS/ALS field patient contacts, documented by the evaluation form signed by a North Coast EMS approved Field Training Officer. If the

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applicant completed more than 50% of their paramedic student internship with a North Coast EMS ALS provider, they may submit copies of ten (10) ALS calls and evaluations from their internship.

4. If the North Coast EMS EMT-P accreditation is not successfully completed prior to the thirty (30) day deadline, applicant must re-apply for accreditation by sending another EMT-P accreditation fee. This second fee may be waived for just cause, as determined by the North Coast EMS Medical Director and/or Executive Director. Applicant must request waiver in writing.
5. The effective date of accreditation will be the date that all accreditation requirements are met. Expiration of accreditation will be the same date as current EMT-P license expiration.
6. Under extreme lack of staffing conditions experienced by the ALS Service Provider, an applicant who holds a current California EMT-P license may be temporarily accredited as a North Coast EMS paramedic prior to completing the evaluated five patient contacts after:
 - a. The ALS Service Provider writes a letter to the North Coast EMS Medical Director detailing the need for the waiver of policy. Within the request the ALS Service Provider must describe, in detail, the extenuating circumstances and include the Service Provider plan and timeline for remedying the situation. The ALS Service Provider must also declare that (s)he is confident that the EMT-P in question is competent on North Coast EMS policies and procedures.
 - b. The EMT-P must document a current California paramedic license.
 - c. The EMT-P must submit a completed North Coast EMS EMT-P application, including the signatures of the ALS Service Provider and the base hospital PCMD and PCNC.
 - d. The EMT-P must complete a statement that s(he) is not precluded from certification for reasons defined in Section 1798.200 of the Health and Safety Code.
 - e. The EMT-P must submit detailed documentation of convictions of any crime other than a minor traffic violation.
 - 1) If there is a need for a fingerprint and/or background check on the EMT-P, the waiver of policy will be

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denied until the background check is completed by North Coast EMS.

- f. The EMT-P must submit payment of the EMT-P accreditation fee.
- g. If waiver of policy is approved by North Coast EMS, the EMT-P accreditation applicant must successfully complete the five (5) evaluated ALS patient contacts as the third person on an ambulance within two (2) months after being approved.
- h. If applicant does not complete the five (5) evaluated ALS patient contacts within two (2) months after being approved, temporary paramedic accreditation will end immediately until the evaluation is successfully completed and reviewed by North Coast EMS.

B. Paramedic Reaccreditation

1. General eligibility criteria:

- a. Applicant must document a current EMT-P license.
- b. Applicant must submit a completed North Coast EMS EMT-P reaccreditation application, including signatures of base hospital PCMD, PCNC, and all the North Coast EMS approved EMT-P service providers where applicant works or volunteers as an EMT-P.
- c. Applicant must submit documentation of a minimum of six (6) hours of field care audit attendance every two (2) years (by copies of the Course Completion Records). Three (3) of these hours must be obtained at a North Coast EMS base hospital and three (3) hours may be obtained outside the region. Hours obtained outside of the North Coast EMS region must be documented by an official course completion record or by an approved CE certificate. FCA attendance must be within last twenty-four (24) months prior to applying for reaccreditation.
- d. After June 1, 2000, any outstanding handwritten PCR's will have to be re-entered into the PCR computer before re-accreditation will be allowed.
- e. If applicant has let his/her North Coast EMS paramedic accreditation lapse, (s)he will be required to pay the EMT-P accreditation fee.
- f. If applicant has let his/her North Coast EMS paramedic accreditation lapse for two years or more, (s)he will be required to:

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- 1) Document successful completion of the New Personnel Orientation.
- 2) Document successful completion of at least five (5) evaluated LALS/ALS field patient contacts, documented by the evaluation form signed by a North Coast EMS approved Field Training Officer.

C. Preaccreditation

1. A California licensed EMT-P will be allowed to work within the North Coast EMS region, conditionally, while achieving North Coast EMS EMT-P accreditation. The conditions are:
 - a. Applicant must work with a North Coast EMS accredited EMT-P partner.
 - b. Applicant must utilize only the California state basic EMT-P scope of practice.
 - c. Applicant must successfully complete the North Coast EMS EMT-P accreditation process within thirty (30) days of North Coast EMS approval to begin the process.
 - d. When applicant is in the process of completing the required five (5) supervised and evaluated LALS/ALS patient contacts to achieve North Coast EMS EMT-P accreditation, it must be as a third person on a North Coast EMS approved ALS Ambulance, and evaluated by a North Coast EMS approved Field Training Officer (FTO).

Approved: 

Approved as to Form: 